1. To pass this practice quiz, you must receive 100%, or 1 out of 1 point, by completing   1 point
   the activity below. You can learn more about the graded and practice items in the
   Course Overview ↗.
   Activity Overview

   In this activity, you will review Peta's conversations about project tasks from the last
   activity, *Part 1: Identify project tasks from key conversations*. Then, you will identify the
   four tasks from those conversations and add them to the project plan.
   Scenario

   Review the scenario below. Then complete the step-by-step instructions.

   After conducting some online research about restaurant tablets, Peta calls Seydou and
   Gilly to get a better understanding of project tasks. She also discusses a past Sauce &
   Spoon initiative with Nia, the general manager of the Waterfront location. This
   conversation helps Peta understand the potential impact of the tablet project on the
   waitstaff.
   Step-By-Step Instructions

   Step 1: Access your draft

   Begin by opening the project plan draft you worked on in the activity titled *Identify
   project tasks: Conduct online research*.
   Step 2: Access the supporting materials

   In the activity titled *Part 1: Analyze key conversations,* you observed Peta's
   conversations with other team members about project tasks. Each phone conversation
   in *Part 1* revealed at least one new project task, and you identified three tasks in that
   previous interactive activity.
   If you'd like to revisit Peta's conversations from the previous activity, you can find
   transcripts in the supporting materials below. Each link will open a new Coursera tab.

   - Meeting: Tablet Training ↗

   - Meeting: Waterfront Location ↗

   - Meeting: North Location ↗

   *Note: To review supporting materials introduced in earlier activities, you can find them
   in the Resources section ↗.*
   Step 3: Add tasks to the project plan

   Next, add four new tasks to the Task Brainstorm tab of your project plan based on the
   conversation transcripts. Any tasks that were identified in *Part 1: Analyze key
   conversations* can be added here.
   Note: Each transcript includes at least one new project task. There may be more than
   one task in a conversation.
   What to Include in Your Response
   Be sure to include the following elements in your project plan:

   - The four tasks identified from the phone conversation transcripts (at least one task per
     conversation)

   ○ Yes
   ○ No